



STATE OF TENNESSEE  
DEPARTMENT OF TRANSPORTATION

**REQUEST FOR QUALIFICATIONS # 40100-05918  
AMENDMENT # 4  
FOR THE TDOT Transportation Planning Services**

DATE: October 3, 2018

RFQ # 40100-05918 IS AMENDED AS FOLLOWS:

1. This RFP Schedule of Events updates and confirms scheduled RFQ dates. Any event, time, or date containing revised or new text is highlighted.

EVENT		TIME (Central Time Zone)	DATE (all dates are State business days)
1.	RFQ Issued		August 15, 2018
2.	Disability Accommodation Request Deadline	2:00 p.m.	August 20, 2018
3.	Pre-Response Conference	1:00 p.m.	August 23, 2018
4.	Notice of Intent to Respond Deadline	2:00 p.m.	August 27, 2018
5.	Written Questions & Comments Deadline	2:00 p.m.	September 5, 2018
6.	State Response to Written Questions & Comments		September 25, 2018
7.	RFQ and Cost Response Deadline	12:00 p.m.	October 22, 2018
8.	State Completion of Technical Response Evaluation		November 5, 2018
9.	State Opening of Cost Proposals	8:00 a.m.	November 6, 2018
10.	RFQ Negotiations (as applicable)		November 6-19, 2018
11.	State Notice of Intent to Award Released & RFQ Files Opened for Public Inspection		November 19, 2018
12.	End of Open File Period		November 26, 2018
13.	State Sends Contract to Contractor for Signature		November 27, 2018
14.	Contractor Signature Deadline	2:00 p.m.	December 1, 2018

2. Delete RFQ Section 3.2 and 4.1 in its entirety and replace with the following:

A Respondent must ensure that the State receives a Response to this RFQ no later than the Response Deadline time and dates detailed in the RFQ § 2, Schedule of Events. All responses must be delivered to:

Jordan M. Green | Category Specialist,  
TDOT Central Procurement Office  
Department of General Services  
William R. Snodgrass TN Tower – 3rd Floor 312  
Rosa L. Parks Avenue TN 37243  
p. 615-741-9497

4.1.

**Communications**

- 4.1.1. Respondents shall reference RFQ # 40100-05918 in all communications relating to this solicitation, and direct any such communications to the following person designated as the Solicitation Coordinator:

Jordan M. Green | Category Specialist  
Central Procurement Office  
Department of General Services  
William R. Snodgrass TN Tower – 3rd Floor  
312 Rosa L. Parks Avenue  
Nashville, TN 37243  
p. 615-741-9497

The State will convey all official responses and communications related to this RFQ to the potential respondents from whom the State has received a Notice of Intent to Respond (refer to RFQ Section 1.3.).

- 4.1.2. Potential respondents with a handicap or disability may receive accommodation relating to the communication of this RFQ and participating in the RFQ process. Potential respondents may contact the RFQ Coordinator to request such reasonable accommodation no later than the Disability Accommodation Request Deadline detailed in RFQ § 2, Schedule of Events.
- 4.1.3. **Unauthorized contact about this RFQ with other employees or officials of the State of Tennessee may result in disqualification from contract award consideration.**
- 4.1.4. Notwithstanding the foregoing, potential Respondents may also contact the following as appropriate:
- 4.1.4.1. Staff of the Governor's Office of Diversity Business Enterprise may be contacted for assistance with respect to available minority-owned, woman-owned, service-disabled veteran-owned, businesses owned by persons with disabilities and small business enterprises as well as general public information relating to this request; or
- 4.1.4.2. The following individual designated by the State to coordinate compliance with the nondiscrimination requirements of the State of Tennessee, Title VI

of the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, and associated federal regulations:

Helen Crowley

Compliance Supervisor, CPO  
3rd Floor, Rosa L. Parks Ave.  
Nashville, TN 37243

Email: [Helen.Crowley@tn.gov](mailto:Helen.Crowley@tn.gov)

3. **RFQ Amendment Effective Date.** The revisions set forth herein shall be effective upon release. All other terms and conditions of this RFP not expressly amended herein shall remain in full force and effect.